



# **Total Force Administration System**

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# Total Force Administration System (TFAS)

17 Mar 04

- TFAS is our enterprise wide initiative to move Marine Corps pay and personnel administration to a single log on, predominately self-service, virtually paperless, web based environment.
- TFAS allows global access to pay, personnel tools, and personal information viewed electronically in a secure environment.
- TFAS supports the unit and the individual.



# How It Works

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- Web based
- Centrally located server suite
  - Defense Enterprise Computing Center, St. Louis
  - No local server maintenance cost to commanders
  - No systems expertise required
- Direct feed to the Marine Corps Total Force System (MCTFS)
  - Eliminates redundant keystroke entry errors
  - Increases timeliness
- Commander determines authority through assignment of permissions



# TFAS “The Plan”

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- Marine OnLine (MOL) is the web component of TFAS. New functions are added to MOL via Bundled Capabilities Packages (BCPs):
  - BCP-0 “Individual Capability” (Current MOL)
    - Individual views own record & self-certification
  - BCP-1 “Unit Capability”
    - Establishes workflow and permissions
    - Moves point of entry closer to event
  - BCP-2 “HQ Capability”
    - Connects work flow from individual to HQMC and back
  - BCP-3 “Expansion”
    - Adds additional processes to baseline architecture



# BCP-0 “Individual Capability”

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- Self-certified transactions
  - Record of Emergency Data contact information
  - Race & ethnic aggregate information
  - Key personal information
    - Phone number
    - Address
    - Gas mask size
- Individual view of information
  - Awards
  - Basic Training Record
  - Education (military and civilian)
  - Historical performance data



# BCP-1 “Unit Capability”

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- Key to future fielding
- Balances authority, responsibility and information access
  - The first step in giving commanders back the capability lost with the reduction in administrators
- Establishes the workflow needed to pass requests and establish permissions
- Works within commander’s defined structure to allow visibility of information
- Generates entries into MCTFS at the appropriate level
- All processes will build on BCP-1 architecture



# BCP-1 Processes

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- Leave requests, approvals and reporting
- Morning reports
- Conduct and proficiency markings
- Promotion recommendation
- Automated Performance Evaluation System (A-PES)
- MOL management (create accounts & group units)
- User defined customized reports
- Electronic Personal Action Request (PAR)
- Permissive Temporary Additional Duty and liberty



# Actions to Date

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- Self service
  - 500,000 transaction since 20 September 2002
  - Approximately \$3 million in cost avoidance over manual processing
  - Increased accuracy of data
- Unit capability
  - Currently two battalions (over 2500 Marines)
  - 3755 unit leader transactions (1245 annual leave) without one administrator touching paper
  - Six additional units will be activated by the end of April






# Example of Unit Capability

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Proficiency and Conduct Individual Edit - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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**PROFICIENCY / CONDUCT MARKS**MAJ KEITH SPURLOCK [Logout](#)

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**ProCon Occasion: Transfer PFC Olson, SH / Release from Active Duty for 01 Mar 2004**

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Members Pro/Con Occasion Status: **Draft/Public**

SSN:	██████████	Rank:	PFC	Name:	OLSON, SUNSHINE H.
PMOS:	0151	DOR:	2003-06-09	EAS:	2007-06-08
ECC:	2007-06-08	Time in Grade:	9 Mon	Time in Service:	9 Mon
Duty Status:	1 DU	Promotion Restricted:	NO	Unit:	13001-H-HQS1-COU

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Command Recommendation Pro: 4.5 Con: 4.4

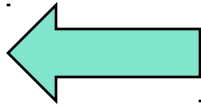
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Recommendation:   [Pro Con Guidelines](#) Individual Views:

Comments:

Great Marine. Unlimited Potential.  
295 PFT Jan04.

☐ BIR  
☐ BTR  
☐ ROS  
☐ EDU  
☐ Awards

**Access to Electronic Record**

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Remark History:

Submitter Name	Pro	Con	Rec Date	Action	Comments
KELLEY JR, DAVID A.	4.5	4.4	10 Feb 2004 @ 2335	Made Command Marks	Maj Simmons Test
KELLEY JR, DAVID A.	4.5	4.4	10 Feb 2004 @ 2334	Made Public	Maj Simmons Test

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Other Occasions Member is a part of:

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Internet



# TFAS Future

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- Official Military Personnel File (OMPF) OnLine
  - Individual view
  - Electronic submission of documents
- Training
  - Information entered at the lowest level
- Automated Career Retention System
  - Individual Marine view of reenlistment options
  - Career Retention Specialist tools to assemble reenlistment request
  - Allow routine approvals at Major Subordinate Command level (vice processing all requests at HQMC)



# Questions?

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